

R & D CENTER GUIDELINES

- There will be a monthly meeting (presentations) on the last Saturday of every month between 3 to 4:30 pm. All the staff members are requested to attend R&D meeting.
- Staff members who have registered for their PhD should present the up-to-date status of their work twice a year.
- Staff members who are going to present papers in conferences should present their papers in the monthly presentation meet either before or after the conference.
- Faculty members who are interested to present latest publication/information in science and technologies are welcome to make presentations with prior intimation to Director, R&D.
- The R&D center will be provided with separate funding by the management of VBIT for exclusive R&D activities.
- 50% of the registration fees (not exceeding Rs.2000/-) will be paid to any faculty member in one year towards attending/ presenting paper to conference/seminar/workshop.
- A maximum payment of Rs 2000/- will be made per faculty member in one year towards attending a conference and for paper presentation. 50% of the publication charges (not exceeding Rs.2000/-) will be paid to any faculty member in one year in any Journal with ISSN number. This practice will be continued for one year. A decision to further continue it will be taken after a review meeting of R&D center.
- Faculty members are encouraged to publish their research work in Science Citation Index (SCI)/ Social Science Citation Index (SSCI) and Arts & Humanities Citation Index Journals. A sum of Rs.10, 000 will be given to such authors as incentive. A sum of Rs.5,000 will be given to authors publishing their research work in Scimago Journal Rank (SJR)/ Scopus Index Journals as incentive.
- Maximum 5 on duty (OD) leaves per semester will be sanctioned to individual faculty members with prior & proper adjustment of workload.

- The previous clause will not be implemented for director R & D, since the post is meant for research work. The director may attend to research meeting/work etc as and when needed.
- Head of the department of each stream is requested to furnish a list of refereed journals in the respective field (Please include CSIR/NASSCOM, Govt. of India's journal)
- The activities of the R&D center will be displayed on separate notice board.
- A register will be maintained in the R&D center to furnish the details of faculty members presenting papers in conferences, attending workshops and publishing papers in abstracted journals which will be taken into account by the management during the member's evaluation/appraisal process. They will also be duly felicitated.
- Application for O.D. to attend research activity including paper presentation should be submitted to the Director, R&D Center through H.O.D.
- Faculty members are highly encouraged to write projects and involve in consultancy services which will bring visibility of the college at national level. The R&D center will provide all possible help to the individual member showing interest to involve in such activity.
- The facilities (regarding reimbursement of publication charge, proposal of fund for paper presentation in conference/workshop/seminar) can be availed by any faculty member only after the completion of one year of service to the college.

Dr. G. Amarender Rao
(Principal)

Dr. Gopa Dutta
(Director, R&D Cell)

Dr. N. Goutham Rao
(Chairman)